

Eligibility Declaration by a Charity

Please note there are penalties for making false declarations

Customer

If you are in any doubt as to whether you are eligible to receive goods or services zero-rated for VAT you should consult VAT Notice 70117 VAT reliefs for disabled people or contact the National Advice Service on 0845 010 9000 before signing the declaration.

I (full name and status in charity)

of (name and address of charity)

.....

declare that the charity named above is receiving from **Adapt-IT of Churchill House, Stirling Way, Borehamwood, Herts WD6 2HP**

- the following goods which are to be made available to a disabled person or persons for domestic or their personal use:
.....
.....(description of goods)
- the following services to adapt goods to suit the condition of a disabled person to whom the goods are to be made available:
.....
.....(description of services and goods)
- the following services of installation, repair or maintenance of goods..
.....
.....(description of services and goods)

and I claim relief from value added tax.

..... (Signature)

.....(Date)

Supplier

I (full name)

of **Adapt-IT**

Churchill House, Stirling Way, Borehamwood, Herts WD6 2HP

.....

am supplying to the charity named above:

- the following goods which are to be made available to a disabled person or persons for domestic or their personal use:
.....
.....(description of goods)
- the following services to adapt goods to suit the condition of a disabled person to whom the goods are to be made available:
.....
.....(description of services and goods)
- the following services of installation, repair or maintenance of goods:
.....
.....(description of services and goods)

..... (Signature)

..... (Date)

Note to supplier

You should keep this declaration for production to your VAT officer. The production of this declaration does not automatically justify the zero-rating of the supply. You must ensure that the goods or services you are supplying qualify for zero-rating.

